



Location: Appoquinimink School District – Silver Lake Elementary School

Present: See attached sign-in sheets from Pre-Bid Meeting dated 12 March 2020.

1.1 **INTRODUCTION**

1.1.1 Representatives from Appoquinimink School District, EDiS Company, RG Architects, Furlow Associates and Duffield Associates were introduced.

1.1.2 EDiS Company will be acting as Construction Manager as Advisor, for the Appoquinimink School District. The Appoquinimink School District will be holding all contracts with the contractors.

1.2 **PROJECT INFORMATION**

1.2.1 The current bid package consists of the following contracts: Contract: **B-01: Demolition**; Contract: **B-03: Concrete**; Contract: **B-04: Masonry**; Contract: **B-05: Structural Steel & Miscellaneous Metals**; Contract: **B-06: Carpentry & General Work**; Contract: **B-07: Roofing**; Contract: **B-08: Metal Studs & Drywall**; Contract: **B-09: Glass & Glazing**; Contract: **B-10: Casework & Millwork**; Contract: **B-11: Folding Partitions**; Contract: **B-12: Painting**; Contract: **B-13: Acoustical Ceilings**; Contract: **B-14: Flooring**; Contract: **B-15: Resinous Flooring**; Contract: **B-16: Ceramic Tile**; Contract: **B-18: Fire Protection**; Contract: **B-19: Mechanical & Plumbing**; Contract: **B-20: Building Management Systems\***; Contract: **B-21: Electrical**; Contract: **B-22: Special Systems\***; Contract: **B-23: Structured Cable**; Contract: **B-24: Testing & Balancing**; Contract: **B-25: Telephone System\***

\*EDiS identified that Contracts B-20, B-22, and B-25 will be sole sourced by Albireo Energy and Johnson Controls respectively. Therefore, any bids received in these contracts other than Albireo Energy and Johnson Controls will not be accepted by ASD.

**Previously awarded contracts that are part of this project:**

Contract: **A-02: Sitework (Awarded to Kent Construction Co.)**

Contract: **A-17: Kitchen Equipment (Awarded to Singer-Ashland Equipment)**

Highlights of general revisions to the project were outlined: Reduced square area of the gymnasium; removed the architectural dormers; decreased exterior brick percentage; increased fiber cement siding percentage; implemented several add alternates; realigned scope based on design revisions and scope review feedback—i.e. Spray foam insulation was previously in the masonry contract, but with the increase in fiber cement siding, we realigned that scope to the metal stud and drywall contractor's scope.

1.3 **BID INFORMATION**

1.3.a Bids will be received at the office of Appoquinimink School District Office, Marion Proffitt Training Center, 118 South Sixth Street Odessa, DE 19730 until **3:00 PM local time on Friday, March 27, 2020**. Bids will be opened in Room 138.

1.3.b The bid opening will be public.

1.3.c Bids should be in a sealed envelope clearly marked **APPOQUINIMINK SCHOOL DISTRICT**



**SILVER LAKE ELEMENTARY SCHOOL ADDITIONS & RENOVATIONS, BID PACKAGE 'B', Including Contract Number and Name of Contractor. Electronic bids will not be accepted.**

- 1.3.d Addenda are the only method to change the documents. No addenda will be issued later than two (2) days prior to the bid opening.
- 1.3.e Bid bonds are required. Information on the bid bond requirements can be found in Specification Section 001113 : Advertisement for Bid; and Specification Section 002113 : Instructions to Bidders. A sample bid bond is included in Specification Section 004100.
- 1.3.f Performance and Payment Bonds are required. Information regarding the performance and payment bonds and sample documents can be found in Specification Section 006113.
- 1.3.g Bid forms are in Section 004100 of the project manual. No modifications, clarifications or qualifications are allowed. Bid forms may be updated by addendum as necessary during bidding.
- 1.3.h The Subcontractors List was reviewed for each contract. During the meeting there were no objections or changes suggested by any attendees. All Contractors were directed to list themselves if self-performing work and to review the Instructions to Bidders section of the Specifications.
- 1.4 The summary of work for each contract is included in Specification Section 011100.
- 1.5 The agreement form for this contract is AIA A132-2009, Construction Manager as Adviser Edition. The Contracts will be held by ASD with each contractor. A sample of this document is included in Specification Section 005200.
- 1.6 Insurance requirements are listed in Specification Section 006216.
- 1.7 The General Conditions of the Contract, AIA A232-2009 are in Specification Section 007200.
- 1.8 Supplementary General Conditions are in Specification Section 007300. All contractors were advised that the Supplementary Conditions require all warranties, at a minimum, be 2 years for all work. Additional warranties for specific apparatus also applies as specified.
- 1.9 Prevailing Wages apply to this project. A copy of the certified prevailing wages can be found in Specification Section 007343.
- 1.10 All contractors were advised that this project does require that all contractors submit drug testing affidavit for all prime and subcontractors.
- 1.11 Allowances are in Specification Section 012100 and also identified in each scope of work.
- 1.12 Unit Prices are in Specification Section 012200. All Unit Prices were reviewed.



- 1.13 Contractors are required to use the web based project management system, Building Blok. Information on the web-based project management system can be reviewed in Specification Section 013125.
- 1.14 Schedule requirements are in Specification Section 013216. EDiS highlighted the following dates:
- Bid Due Date/Opening – March 27, 2020
  - Anticipated ASD Board Approval Date – April 9, 2020
  - Letters of Intent issued – Mid-Late April 2020
  - CM Mobilize and Initiate Addition Work – Mid April 2020
  - Begin Interior Demolition Activity – June 24, 2020
  - Project Substantial Completion – June 30, 2021. Contractors will NOT have Summer 2021 to complete this work.
- 1.15 Safety program requirements are in Specification Section 013523.
- 1.16 Bid Documents can be downloaded via EDiS' FTP site. To obtain access to the EDiS FTP site, please submit your request via email to Cindy Slothour at [cslothour@ediscompany.com](mailto:cslothour@ediscompany.com). Your request should include the following information: your company name, contact name, email address, phone number, and postal mailing address. Upon receipt of this information, instructions detailing how to access the bid documents on the FTP site will be emailed to you. Alternatively, documents may be examined at the office of the Construction Manager, EDiS Company, 110 S. Poplar Street, Suite 400, Wilmington, Delaware 19801. Bid Documents obtained through the State of Delaware the Delaware MyMarketplace Website ([bids.delaware.gov](http://bids.delaware.gov)) are for general reference and **are not for bidding purposes**. The EDiS FTP site and login information will enable bidders to review all bidding documents, and future Addendums.
- 1.17 It is the responsibility of each Bidder to review and coordinate all Project Documents. This includes plans, specifications and addendums. Bidding documents will be available for view at the Construction Manager's office.
- 1.18 **SITE VISITS**
- 1.18.1 There will be two opportunities for site visits. The first will be was held immediately following the pre-bid meeting. The second will be conducted on Wednesday, 18 March 2020, 9am local time.
- 1.19 **COMMUNICATION**
- 1.19a Submit all bid questions in writing by email to [jdbartlett@ediscompany.com](mailto:jdbartlett@ediscompany.com), Attn: J.D. Bartlett
- 1.19b Deadline for questions and substitution requests: Close of business on Thursday, March 19, 2020.
- 1.19c EDiS POC: J.D. Bartlett, [jdbartlett@ediscompany.com](mailto:jdbartlett@ediscompany.com), (302) 421-2957.

These minutes are intended to accurately reflect what transpired during the course of the meeting. If changes or discrepancies are noted, please contact the writer, in writing, within two days of receipt of these minutes.



EDiS COMPANY

Appoquinimink School District  
Silver Lake ES – Additions & Renovations  
Bid Package 'B'  
Pre-Bid Meeting No. 1  
12 March 2020  
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Respectfully submitted,  
EDiS Company

J.D. Bartlett  
Project Manager

JDB/jdb



# PREBID MEETING SIGN-IN SHEET

DATE: THURSDAY, MARCH 12, 2020 PROJECT APPOQUINIMINK SCHOOL DISTRICT  
 TIME: 4:00 PM SILVER LAKE ELEMENTARY SCHOOL  
 LOCATION: SILVER LAKE ELEMENTARY SCHOOL SUBJECT: PRE-BID MEETING

ATTENDEES (Please print legibly) (Initial next to your name)	COMPANY	TELEPHONE	E-MAIL ADDRESS
J.D. BARTLETT	EDiS Company	302-421-2957	jdbartlett@ediscompany.com
Allen Paul	D.A. Nolt Inc	609-868-2775	matth@da-nolt.com
Krisi Coldiron	BCI	302-325-2700	bmicheline@bci-online.com
ANDREA Di FABIO	BSS CONTRACTORS, LLC	610-345-1316	BSMITH@BSSCONTRACTOR.COM
CRAIG STONESIFER	Peninsula Acoustical	302-453-3551	craig.peninsula@gmail.com
Ryan Jackson	Amato Inc	302-834-8664	Amato@Aoi.com
Robin Schuman	BRS Consulting Inc	302-786-2826	robin@brsconinc.com
Joe Lafferty	Brightfields	302 723 1846	JLafferty@brightfieldsinc.com
Adrian Lava	Old World Hk	<del>302</del> 302 407 5550	adrian@oldworldhousings.com
Mark Bonsello	Bonsello	(302) 472.0601	mark@BonselloLLC.com
Keith Hopkins	ASD		
BOB GAROZA	R.G. ARCHITECTS		
Mike Barrett	Superior Electric	302 420 4570	Mike@superiorelectric.biz
Brandon Ksiarek	Filec Services LLC	302 328 -7188	Brandon@Filec Services.com
OSCAR ENDERKA	R.G. ARCHITECTS		





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J.D. BARTLETT	EDiS Company	302-421-2957	jdbartlett@ediscompany.com
John & Meghan Cochran	Cochran Glass	302-376-4333	mke@cochranglass.com
W. Holley	Dependable Coast	302-421-9152	DCod900@yahoo.com
Irma Quezada	Farrell Roofing	302-378-7663	iquezada@farrellroofing inc.com
Mat Mitten	MacCorp	(302) 678-9300	matmitten@maccorpdc.com



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**COMPANY****TELEPHONE/FAX**

E-MAIL ADDRESS

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Greg Pritchett

## Gullwing Contracting

302-943-0133

greg@gullwingcontracting.com



### E-MAIL ADDRESS

jdbartlett@ediscompany.com





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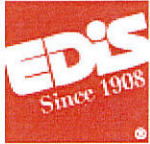


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**COMPANY**

**TELEPHONE/FAX**





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**(Initial next to your name)**

E-MAIL ADDRESS

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